



Departmental Quarterly Performance Report

Department Name: International Trade Consortium

Reporting Period:

FYE 9/30/05

3rd Quarter (April-June)

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MAJOR PERFORMANCE INITIATIVES

Check all that apply

Describe Key Initiatives and Status

Initiative ED1-4 - Increase International Commerce:

Organized and conducted two (2) ITC-led business development trade missions to:

1. Kenya & Uganda, April 2-10, 2005. Twelve mission participants attended a total of 249 business appointments. Participants reported expected future sales of \$17.725 million; expected future representation agreements totaling \$40.075 million; and expected future licensing/ joint venture agreements worth \$26.55 million over the next 12 months, respectively (total economic impact - \$84.35 million).
2. Turks & Caicos Islands, June 8-12, 2005 (under the ITC's Caribbean Trade Initiative Program). Twenty six mission participants attended a total of 33 business appointments. Participants reported actual sales of \$332,000. Additionally, they reported expected future sales of \$26.8 million; expected future representation agreements totaling \$36.9 million; and expected future licensing/ joint venture agreements worth \$87.9 million over the next 12 months, respectively (total economic impact - \$151.93 million). Note: Reported results from some mission participants for Turks & Caicos mission are still pending and overall results may increase in future.

Total anticipated economic impact of 2 ITC-led missions: \$236.28 million.

☒ Strategic Plan
☒ Business Plan
☐ Budgeted Priorities
☐ Customer Service
☐ ECC Project
☐ Workforce Dev.
☐ Audit Response
☐ Other _____
(Describe)

Initiative ED1-4 - Increase International Commerce:

Certified and funded three (3) third-party trade missions:

1. Florida Foreign Trade Association (FTAA) incoming mission from the Dominican Republic April 10-14, 2005. FFTA reported 200 business leads out of 355 business appointments resulting in \$2.66 million in immediate sales and additional expected future sales and representation agreements of \$49.69 million over the next 12 months (total economic impact - \$52.35 million).
2. Dominican America Chamber of Commerce of Florida incoming mission from the Dominican Republic on April 27, 2005. The Chamber reported no actual or expected future sales.
3. Greater Miami Chamber of Commerce's (GMCC) outgoing mission to Brazil (under their Americas Linkages Program), May 2-6, 2005. GMCC reported 3 business leads out of 22 business appointments resulting in \$37,700 in immediate sales; and expected future sales of \$14.06 million; expected representation agreements totaling \$3.5 million and expected joint ventures worth \$1.6 million over the next 12 months, respectively (total economic impact - \$19.19 million).

Total anticipated economic impact of 3 ITC-Certified third-party missions: \$71.54 million.

☒ Strategic Plan
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(Describe)

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<p><u>Initiative ED 1-6 – Promote Greater Cultural Appeal of Miami-Dade County for Businesses:</u></p> <p>Received incoming delegation from Asti, Italy headed by the President of the Province of Asti, Dr. Roberto Marmo. The ITC, through the Miami-Dade County Sister Cities program coordinated the visit of twelve participants who were seeking to develop new economic partnerships, encourage tourism, and increase the cultural ties that exist between the two countries.</p>	<input checked="" type="checkbox"/> Strategic Plan <input checked="" type="checkbox"/> Business Plan <input type="checkbox"/> Budgeted Priorities <input type="checkbox"/> Customer Service <input type="checkbox"/> ECC Project <input type="checkbox"/> Workforce Dev. <input type="checkbox"/> Audit Response <input type="checkbox"/> Other _____ (Describe)
<p><u>Initiative ED 1-6 – Promote Greater Cultural Appeal of Miami-Dade County for Businesses:</u></p> <p>Staffed and conducted one (1) Sister Cities Coordinating Council meeting and six (12) Sister Cities Committee meetings.</p>	<input checked="" type="checkbox"/> Strategic Plan <input checked="" type="checkbox"/> Business Plan <input type="checkbox"/> Budgeted Priorities <input type="checkbox"/> Customer Service <input type="checkbox"/> ECC Project <input type="checkbox"/> Workforce Dev. <input type="checkbox"/> Audit Response <input type="checkbox"/> Other _____ (Describe)
<p><u>Initiative ED1-8 – Enhanced Public Reporting Regarding Funded Activities:</u></p> <p>Increased the promotion of both the ITC and Miami-Dade County as the premier gateway for hemispheric trade by publishing the 5th annual “Trade Numbers” publication – a comprehensive trade statistical guide.</p>	<input checked="" type="checkbox"/> Strategic Plan <input checked="" type="checkbox"/> Business Plan <input type="checkbox"/> Budgeted Priorities <input type="checkbox"/> Customer Service <input type="checkbox"/> ECC Project <input type="checkbox"/> Workforce Dev. <input type="checkbox"/> Audit Response <input type="checkbox"/> Other _____ (Describe)
<p><u>Initiative ED1-8 – Enhanced Public Reporting Regarding Funded Activities:</u></p> <p>Produced and disseminated current trade information to Miami-Dade County trade interests through three (3) monthly ITC newsletters, the “Miami-Dade Global Trader”.</p>	<input checked="" type="checkbox"/> Strategic Plan <input checked="" type="checkbox"/> Business Plan <input type="checkbox"/> Budgeted Priorities <input type="checkbox"/> Customer Service <input type="checkbox"/> ECC Project <input type="checkbox"/> Workforce Dev. <input type="checkbox"/> Audit Response <input type="checkbox"/> Other _____ (Describe)
<p><u>Initiative ED1-8 – Enhanced Public Reporting Regarding Funded Activities:</u></p> <p>Received an incoming delegation from Tianjin’s Economic Development Association (TEDA) as a result of a previous ITC-led mission to Asia where County officials signed a letter of intent to establish business ties with the city of Tianjin, China. Members of the delegation expressed their interest in seeking facilities that Tianjin could use in Miami-Dade County to distribute their goods to Latin America and the Caribbean.</p>	<input checked="" type="checkbox"/> Strategic Plan <input checked="" type="checkbox"/> Business Plan <input type="checkbox"/> Budgeted Priorities <input type="checkbox"/> Customer Service <input type="checkbox"/> ECC Project <input type="checkbox"/> Workforce Dev. <input type="checkbox"/> Audit Response <input type="checkbox"/> Other _____ (Describe)

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<p><u>Initiative ED1-8 – Enhanced Public Reporting Regarding Funded Activities – Protocol Services:</u></p> <p>Provided Protocol services for the following:</p> <ol style="list-style-type: none"> 1. Two (2) incoming trade missions 2. Two (2) outgoing trade missions (ITC-led) 3. Four (4) separate groups of foreign dignitaries visiting Miami-Dade County to explore trade opportunities 4. One (1) Inter-American Conference of Mayors event 	<p><input checked="" type="checkbox"/> Strategic Plan</p> <p><input checked="" type="checkbox"/> Business Plan</p> <p><input type="checkbox"/> Budgeted Priorities</p> <p><input type="checkbox"/> Customer Service</p> <p><input type="checkbox"/> ECC Project</p> <p><input type="checkbox"/> Workforce Dev.</p> <p><input type="checkbox"/> Audit Response</p> <p><input type="checkbox"/> Other _____</p> <p>(Describe)</p>
<p><u>Initiative ED1-8 – Enhanced Public Reporting Regarding Funded Activities - Participation in trade-related and business conferences:</u></p> <p>Participation in eight (8) trade-related and business conferences:</p> <ol style="list-style-type: none"> 1. Sponsored WTC Miami's Florida International Achievement Award 2005 honoring Mr. Juan Cento, President of FedEx Latin America and the Caribbean. 2. Attended a Business Incubator Conference in Washington 3. Sponsored and assisted in organizing the 8th Annual Africando Trade and Investment Symposium. The topic of this year's Symposium was "Assessing the effects of the World Trade Organization (WTO) agreement on textile and clothing (ATC) of the African Growth and Opportunity Act (AGOA)". 4. Participated in the 11th International Economic Forum of the Americas Conference in Montreal, Canada; The objective of the conference was to promote an exchange of information on, and encourage open discussion of major social and economic issues. 5. Sponsored and participated in the Ninth Symposium of the Americas 6. Sponsored and participated in the "Free Trade with Central America & Dominican Republic" seminar. 7. Participated in the XXVI Hemispheric Congress (CAMACOL) – ITC arranged business matchmaking appointments and provided protocol 8. Participated in "Economic Perspectives and Commercial Opportunities with Ecuador" Seminar at the Miami Free Zone 	<p><input checked="" type="checkbox"/> Strategic Plan</p> <p><input checked="" type="checkbox"/> Business Plan</p> <p><input type="checkbox"/> Budgeted Priorities</p> <p><input type="checkbox"/> Customer Service</p> <p><input type="checkbox"/> ECC Project</p> <p><input type="checkbox"/> Workforce Dev.</p> <p><input type="checkbox"/> Audit Response</p> <p><input type="checkbox"/> Other _____</p> <p>(Describe)</p>
<p><u>Initiative ED1-8 – Enhanced Public Reporting Regarding Funded Activities:</u></p> <p>Assisted in organizing and participated in the Eleventh Inter-American Conference of Mayors. This year's theme was "Municipal Cooperation for Economic, Social and Democratic Development."</p>	<p><input checked="" type="checkbox"/> Strategic Plan</p> <p><input checked="" type="checkbox"/> Business Plan</p> <p><input type="checkbox"/> Budgeted Priorities</p> <p><input type="checkbox"/> Customer Service</p> <p><input type="checkbox"/> ECC Project</p> <p><input type="checkbox"/> Workforce Dev.</p> <p><input type="checkbox"/> Audit Response</p> <p><input type="checkbox"/> Other _____</p> <p>(Describe)</p>

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Check all that apply

Describe Key Initiatives and Status

<u>Initiative ED1-8 – Enhanced Public Reporting Regarding Funded Activities:</u> Staffed and conducted one (1) ITC Board of Directors meeting and three (3) ITC Committee meetings.	<input checked="" type="checkbox"/> Strategic Plan <input checked="" type="checkbox"/> Business Plan <input type="checkbox"/> Budgeted Priorities <input type="checkbox"/> Customer Service <input type="checkbox"/> ECC Project <input type="checkbox"/> Workforce Dev. <input type="checkbox"/> Audit Response <input type="checkbox"/> Other _____ (Describe)
<u>Initiative ED1-8 – Enhanced Public Reporting Regarding Funded Activities: (Other Outreach Activities)</u> <ol style="list-style-type: none">1. Along with Commissioner Souto, visited Brazil and attended the 71st ExpoZebu (Nat'l Zebu Breeders Trade Show) in addition to international cattle seminars on zebu genetics. The agricultural and livestock industries are very significant sectors in Brazil, which is Miami-Dade County's number one trade partner.2. Coordinated meetings for a delegation from the Chamber of Construction Entrepreneurs from Chile with Miami-Dade Planning and Zoning Department3. Assisted the Florida Delegation SEUS/ Japan Association, Inc. with the visit of His Excellency Ryoza Kato, Japanese Ambassador to the U.S.4. Assisted the Producer from the U.S. Dept. of State Office of Broadcast Support with the Miami visit of Bolivian journalists.	<input checked="" type="checkbox"/> Strategic Plan <input type="checkbox"/> Business Plan <input type="checkbox"/> Budgeted Priorities <input type="checkbox"/> Customer Service <input type="checkbox"/> ECC Project <input type="checkbox"/> Workforce Dev. <input type="checkbox"/> Audit Response <input type="checkbox"/> Other _____ (Describe)

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PERSONNEL SUMMARY

A. Filled/Vacancy Report

NUMBER OF FULL-TIME POSITIONS- (9)	Filled as of September 30 of Prior Year	Current Year Budget	Actual Number of Filled and Vacant positions at the end of each quarter							
			Quarter 1		Quarter 2		Quarter 3		Quarter 4	
			Filled	Vacant	Filled	Vacant	Filled	Vacant	Filled	Vacant
	7	\$1,258,000	7	2	8	1	8	1	-	-

Notes:

B. Key Vacancies

- In the 3rd quarter the Department filled its Senior Executive Secretary vacancy from the 2nd quarter. During the 3rd quarter the department also experienced a vacancy in its Assistant to the Executive Director position. It is anticipated that this vacancy will be filled during the 4th quarter.

C. Turnover Issues

- None

D. Skill/Hiring Issues

- None

E. Part-time, Temporary and Seasonal Personnel
(Including the number of temporaries long-term with the Department)

- The department has one part-time employee to carry out the Caribbean Trade Initiative Program throughout the year.

F. Other Issues

- None

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FINANCIAL SUMMARY – (ALL DOLLARS IN THOUSANDS)

	PRIOR YEAR Actual	FISCAL YEAR 2004-2005						
		Total Annual Budget	2nd Quarter		Year-to-date			
			Budget	Actual	Budget	Actual	\$ Variance	% of Annual Budget
Revenues								
Interagency Transfers	645	645	161	0	484	0	484	0%
Transfer from G.F.	230	613	153	0	460	0	460	0%
Carry Over	3	-	-	-	-	-	-	-
Total	878	1,258	315	0	944	0	-944	0%
Expense *								
Personnel	635	720	180	170	540	461	79	64%
Operating	238	530	133	141	398	281	117	53%
Capital	5	8	2	0	6	4	2	50%
Total	878	1,258	315	311	944	746	201	59%

* Expenditures are reported by category - Personnel, Operating, and Capital.

Equity in pooled cash (for proprietary funds only)

Fund/ Subfund	Prior Year	Projected at Year-end as of			
		Quarter 1	Quarter 2	Quarter 3	Quarter 4
	N/A	N/A	N/A	N/A	N/A
Total					

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Comments:

(Explain variances, discuss significant in-kind services, provide status of aged receivables at 30-60-90+ days and those scheduled for write-off, if applicable)

Personnel Variances:

After three quarters, reported actual Personnel expenses were 64% of the department's annual budget for this category - 11% lower than budgeted through Quarter 3. This variance is primarily due to unexpected attrition from the delay in hiring two new positions for the fiscal year - International Business Incubator Coordinator and International Protocol Specialist. Both positions were filled mid-way through the 2nd quarter.

Operating Variances:

After three quarters, reported actual Operating Expenses were 53% of the department's annual budget - 22% lower than budgeted through Quarter 3. Operating Expenditures are expected to substantially increase in the 4th quarter when major program activities will take place.

Capital Variances:

Capital expenses are 25% less than budgeted through the 3rd quarter, but the variance is not significant (annual Capital Budget is \$8,000).

STATEMENT OF PROJECTION AND OUTLOOK

The Department projects to be within authorized budgeted expenditures and projects that available revenues will exceed expenses except as noted below:

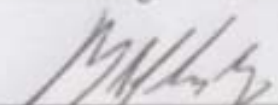
Notes and Issues:

(Summarize any concern or exception, which will prohibit the Department from being within authorized budgeted expenditures and available revenues)

None

DEPARTMENT DIRECTOR REVIEW

The Department Director has reviewed this report in its entirety and agrees with all information presented including the statement of projection and outlook.



Signature
Department Director

Date 9/1/05